

# Data Points

Issue 32

July 23, 2003

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## New Department Web Address

The Department's website has a new address: <http://mhmr.chs.ky.gov/> . All of the links within this website are the same as before.

## Client Markers Checked Against a Client's History

Prior to Fiscal Year 2003, every month's submission of Client data overwrote the previous month's client data. However, beginning with Fiscal Year 2003 data, RDMC began storing client records from every month of submission. For most fields, the client data used for reporting is pulled from the last month's submission. For example, after the end of the fiscal year, date of birth, sex, and race will all be pulled from June's Client data submission.

However, there are certain markers that we search for in any month of a client's records. These are markers that may change from one month to the next, and we want to be sure to count clients who had this marker at any time during the fiscal year. For example, when we count the pregnant clients served in a fiscal year, we will include women who had the Pregnant Woman marker in any month, not just the most recent month of submission. For this reason, it is critical to send corrections if any of your clients have an erroneous "yes" in any of these markers.

The following markers are searched for in **all** of a Client's records when compiling certain reports:

Field 17: SSI or SSDI or TANF = any code other than '0' or '8' (yes)

Field 19: Living Arrangements = '01' or '02' (homeless)

Fields 22 and 23: Source of Referral (primary and secondary) = '34' (DSS)

Field 52: Pregnant Women = '1' (yes)

Field 54: Women with Dependent Children = '1' (yes)

Field 70: Deaf and Hard of Hearing = '1' (yes)

Currently, there are three markers that we only look for in the **last** month's submission:

Field 40: SMI = '1' (yes)

Field 41: SED = '1' (yes) or '2' (Impact)

Field 43: IV Drug User = '1' (yes)

## Human Resources Date of Birth Edit

Due to a programming omission, Date of Birth (field 4) in Human Resources data submissions had not been edited. This error has been corrected, and this field is now being checked for a valid code.

## Encryption Program – Length Change

To encrypt a file, the Encryption program that we have available asks for record length. Don't forget that FY2004's Client record length has increased by one due to Field 72, Homeless Indicator.

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## **Client IDs Other Than SSNs**

We do not recommend using client identifiers other than social security numbers as this creates problems in matching clients across data sets. However, any identifier used must be 9 characters long or it will be kicked out of the editor as a fatal error.

## **FY2003 Data Submission Cut-off**

Don't forget – the last date to submit FY2003 data is July 31<sup>st</sup>!